

**Travel & Expense Account
Transmittal Sheet**

After Approval, Mail Receipts To

DBW HQ
2000 EVERGREEN ST, SUITE 100
SACRAMENTO, CA 95815-3888



Employee Name	<u>TSUNEYOSHI, Raynor</u>
Expense Dates	<u>12/18/09-01/04/10</u>
Total Expense Amount	<u>293.00</u>
Amount Due Employee	<u>293.00</u>
Form ID	<u>TEA000572287</u>

I have reviewed the following documents.

Approved
by:



Travel & Expense Account Summary

Employee Name Raynor TSUNEYOSHI
Expense Dates 12/18/09-01/04/10
Report Name December

Request Total \$ 293.00
Direct Charge Total - 0.00
Travel Advances - 0.00
Net Due Employee = 293.00

Trip Totals		
Trip/Expense Category	Trip Name	Total Amount
Regular Travel	Various Mtgs *	293.00

*Met with various So. CA harbormasters on various days

NOTE: (d)=Direct Charge

DATE	Fri Dec 18	Sat Dec 19	Sun Dec 20	Tue Dec 22	Wed Dec 23	Sun Dec 27	Wed Dec 30	Mon Jan 4		TOTAL
Lunch	10.00	10.00	10.00	10.00	10.00	10.00	10.00	10.00		80.00
Dinner	18.00	18.00	18.00	18.00	18.00	18.00	18.00			126.00
Parking, Auto	3.00									3.00
Incidentals		6.00	6.00	6.00	6.00	6.00	6.00	6.00		42.00
Breakfast		6.00	6.00	6.00	6.00	6.00	6.00	6.00		42.00
TOTALS \$	31.00	40.00	40.00	40.00	40.00	40.00	40.00	22.00		293.00

Travel & Expense Account Summary & Detail

Trip/Expense Category	Trip Name	Date	Expense Item	Amount	Payment Type
Regular Travel	Various Mtgs	12/18/09	Lunch	10.00	Cash
Regular Travel	Various Mtgs	12/18/09	Dinner	18.00	Cash
Regular Travel	Various Mtgs	12/18/09	Parking, Auto	3.00	Cash
Regular Travel	Various Mtgs	12/19/09	Incidentals	6.00	Cash
Regular Travel	Various Mtgs	12/19/09	Lunch	10.00	Cash
Regular Travel	Various Mtgs	12/19/09	Dinner	18.00	Cash
Regular Travel	Various Mtgs	12/19/09	Breakfast	6.00	Cash
Regular Travel	Various Mtgs	12/20/09	Incidentals	6.00	Cash
Regular Travel	Various Mtgs	12/20/09	Lunch	10.00	Cash
Regular Travel	Various Mtgs	12/20/09	Dinner	18.00	Cash
Regular Travel	Various Mtgs	12/20/09	Breakfast	6.00	Cash
Regular Travel	Various Mtgs	12/22/09	Incidentals	6.00	Cash
Regular Travel	Various Mtgs	12/22/09	Breakfast	6.00	Cash
Regular Travel	Various Mtgs	12/22/09	Lunch	10.00	Cash
Regular Travel	Various Mtgs	12/22/09	Dinner	18.00	Cash
Regular Travel	Various Mtgs	12/23/09	Lunch	10.00	Cash
Regular Travel	Various Mtgs	12/23/09	Dinner	18.00	Cash
Regular Travel	Various Mtgs	12/23/09	Incidentals	6.00	Cash
Regular Travel	Various Mtgs	12/23/09	Breakfast	6.00	Cash
Regular Travel	Various Mtgs	12/27/09	Breakfast	6.00	Cash
Regular Travel	Various Mtgs	12/27/09	Lunch	10.00	Cash
Regular Travel	Various Mtgs	12/27/09	Dinner	18.00	Cash
Regular Travel	Various Mtgs	12/27/09	Incidentals	6.00	Cash
Regular Travel	Various Mtgs	12/30/09	Lunch	10.00	Cash
Regular Travel	Various Mtgs	12/30/09	Dinner	18.00	Cash
Regular Travel	Various Mtgs	12/30/09	Incidentals	6.00	Cash
Regular Travel	Various Mtgs	12/30/09	Breakfast	6.00	Cash
Regular Travel	Various Mtgs	01/04/10	Lunch	10.00	Cash
Regular Travel	Various Mtgs	01/04/10	Breakfast	6.00	Cash
Regular Travel	Various Mtgs	01/04/10	Incidentals	6.00	Cash